

Work Management Skills via LOC Learn

Build Core Competencies via LOC Learn is a series of development tools that map virtual learning resources to the Library's core competencies. This week's competency is "Work Management: Managing Up." Learn how to improve your relationship with your boss for a happier work life and career growth. Please select a learning resource below:

Online Learning Resource	Resource Type, Duration	Speaker	What you will learn:
Managing Up: Adapting to the Gap	Video, 3:33 minutes	Mary Abbajay	When you manage up, you acknowledge the gap between you and your boss. And you take positive steps to adapt to that gap. Discover how you can do this.
Career Victor: Managing Up With Your Boss	Video, 3:18 minutes	Mary Abbajay	Do you have the perfect boss? Does the perfect boss even exist? Discover how you can manage your relationship with your boss by managing up.
Interacting with Micromanagers	Video, 3:50 minutes	Mary Abbajay	Bosses who micromanage tend to not give their people enough independence. These bosses can be difficult to work for. How can you adapt to their work styles?
Handling a Workaholic Boss	Video, 3:16 minutes	Mary Abbajay	Do you have a boss who seems to work 24/7? Are you bombarded by queries during the weekend? Discover how you can manage a workaholic boss.
How to Interact with the Ghost Boss	Video, 3:21 minutes	Mary Abbajay	Does your boss suddenly disappear? Do you sometimes find yourself marooned on a project without support? You might have a ghost boss. Discover how to deal with this situation.
Managing the Impulsive Boss	Video, 3:28 minutes	Mary Abbajay	A little spontaneity is a good thing. However, impulsive decision-making can be exasperating to deal with. Discover how to manage up when you have an impulsive boss.
A Difficult Boss Doesn't Have to be a Difficult Problem	Course, 19 minutes	N/A	Working for a difficult boss can be challenging. In this course, you will learn about the management styles, communication styles, and personality types of difficult bosses. You will also learn strategies for working with a difficult boss.